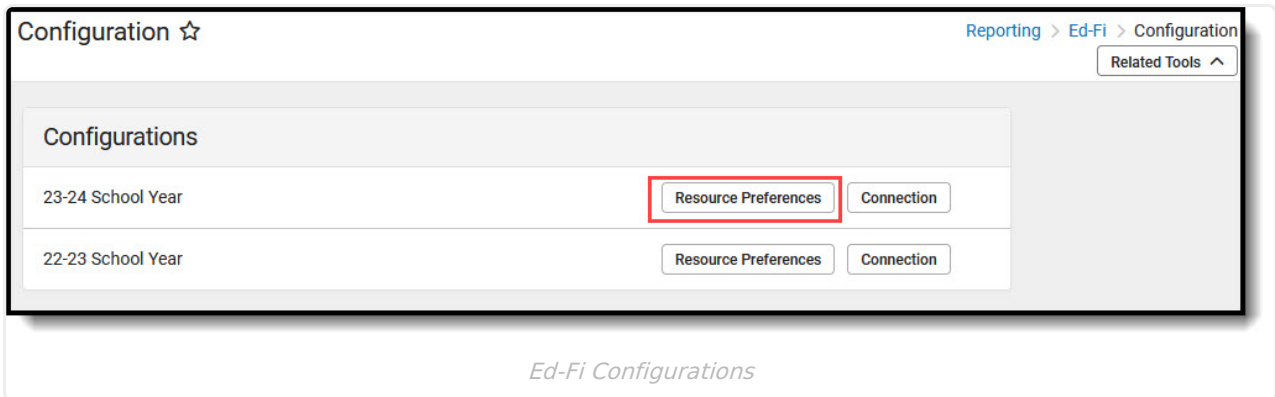# Resource Preferences (New Mexico v3.X)

Last Modified on 03/07/2025 7:38 am CST

Tool Search: Ed-Fi Configuration

The Ed-Fi Configuration tool is used to establish Ed-Fi data resources.

Ed-Fi Configurations

Prerequisites

- Ed-Fi functionality must be enabled via the Enable Ed-Fi System Preference.
- Ed-Fi should be properly configured via the Ed-Fi Configuration tool.

Setting Resource Preferences

Resource Preferences determine which information is sent to Ed-Fi.

Resource Preferences can be imported or set manually. The information below details how to manually set the Resource Preferences for New Mexico. For information on importing mappings, please see the Import Mappings section of the Core Ed-Fi Resource Preferences article.

For each resource, choose Edit or Configure to map items like Scores or Grade Levels to an Ed-Fi Code. These items are called Descriptors.

- Configure displays when preferences have not previously been saved.

- Edit displays when preferences have already been set and saved.

Resources can be expanded by clicking the plus sign or collapsed by clicking the minus sign.

Ed-FI Resource Preferences Expand and Collapse Option

When the Configure or Edit button does not display, the resource does not need to be mapped and the toggle button can be used to turn the resource on or off. Select a link below to view how to set the Resource Preferences.

> Resources should be toggled off until all data setup is complete and the district is ready to send data to Ed-Fi.

1. Select the **Resource Preferences** button for the current school year. This name may vary depending on the Connection Name that was entered when adding the Connection.
2. The list of available resources displays.
3. Click the **Edit** or **Configure** button to modify the resource preferences.
4. Click **Save** when finished mapping the Descriptors.
5. Turn the resource preference to **ON.**
6. **Close** the Resource Preferences when finished.

Any item not mapped DOES NOT REPORT to Ed-Fi.

New Mexico Ed-Fi Resource Preferences

The following provides details on each Resource and the desired preference for proper reporting with the state of New Mexico.

Grades	The Grade Levels Resource cannot be toggled on or off because multiple resources use to determine grade level information. Each **Grade Level Name** available in the district needs to be mapped to a corresponding Ed-Fi Code. **Grade Level Descriptors** | Grade Level Name	Ed-Fi Code
01	01: First Grade
02	02: Second Grade
03	03: Third Grade
04	04: Fourth Grade
05	05: Fifth Grade
06	06: Sixth Grade
07	07: Seventh Grade
08	08: Eighth Grade
09	09: Ninth Grade
10	10: Tenth Grade
11	11: Eleventh Grade
12	12: Twelfth Grade
KF	KF: Kindergarten, Full-Day
PK	PK: Pre-Kindergarten | *Grade Levels Resource Preferences* See the Grade Levels article for more information.
Attendance Information	

Student School Attendance Events	Map the Attendance Event Category Descriptors to and Ed-Fi code.

Attendance Event Category Descriptors

Student Section Attendance Events	Map the Attendance Event Category Descriptors to and Ed-Fi code.

Attendance Event Category Descriptors

Discipline Information

Discipline Actions	Behavior Resolution Types are mapped to a State Resolution Code on the Resolution Type tool, then to an Ed-Fi Code.
	Use the Filter options in the Discipline Descriptors section to find the Behavior Resolution Type and then Fill that item with the desired Ed-Fi Code.

Discipline Descriptors

See the Behavior article for more information.

Discipline Incidents	Map the Behavior Descriptors to an Ed-Fi code. Use the Filter options in the Behavior Descriptors section to find the Behavior Event Type and then Fill that item with the desired Ed-Fi Code. *Behavior Descriptors* Map the Weapons Descriptors. *Weapons Descriptors*

| **Staff Discipline Incident Associations** | Map the Discipline Incident Participation Code Descriptors. |

Discipline Incident Participation Code Descriptors

Student Discipline Incident Associations	Map the Behavior Descriptors and the Discipline Incident Participation Code Descriptors..
Behavior Descriptors |

Student Discipline Incident Behavior Associations	Map the Discipline Incident Participation Code Descriptors.
Discipline Incident Participation Code Descriptors |

Grade Information

Grades	Map the Grading Tasks to the corresponding Ed-Fi Code. *Grade Type Descriptors*
Grading Periods	Complete the Grading Task/Standard, Grading Period Descriptor, Sequence, Start Date, and End Date field for each school. The filter option at the top of the section can be used to filter by school and/or grade level. The various filter fields determine which information displays. The Fill options can be used to fill the Grading Task, Grading Period Descriptor, Sequence, Start Date, and/or End Date fields. *Grading Periods* ▶ Click here to expand...

Grading Period Scenarios

Create a Grading Period record for each Grading Task that you want to send a grade to in Ed-Fi.

The Grading Period reports in the Sessions resource where the end date of the Grading Period overlaps that terms start and end dates.

Sessions Resource:

TERM DETAIL	ED-FI CODE
17-18 EXP ACA | Main | QTR1 08/23/2017 - 10/20/2017	First Quarter: First Quarter ▾
17-18 EXP ACA | Main | QTR2 10/23/2017 - 12/22/2017	Second Quarter: Second Quarter ▾
17-18 EXP ACA | Main | QTR3 01/03/2018 - 03/09/2018	Third Quarter: Third Quarter ▾
17-18 EXP ACA | Main | QTR4 03/12/2018 - 05/23/2018	Fourth Quarter: Fourth Quarter ▾

Example of Grading Period overlaps that terms start and end dates.

School reports a Quarter Grade at the end of each term:
Create four Grading Periods

Grading Task	Grading Period Descriptor	Start Date	End Date	Sequence	Sessions Reference
Quarter	First Nine Weeks	08/23/2017	10/20/2017	1	First Quarter
Quarter	Second Nine Weeks	10/23/2017	12/22/2017	2	Second Quarter
Quarter	Third Nine Weeks	01/03/2018	03/09/2018	3	Third Quarter
Quarter	Fourth Nine Weeks	03/12/2018	05/23/2018	4	Fourth Quarter

School reports a Semester Grade at the end of the Second and Fourth Quarters:

Grading Task	Grading Period Descriptor	Start Date	End Date	Sequence	Sessions Reference
Semester	First Semester	8/23/2017	12/22/2017	1	Second Quarter
Semester	Second Semester	01/03/2018	05/23/2018	2	Fourth Quarter

Student Academic Records	Map the Diploma Type Descriptors.
	Diploma Type Descriptors
Parent Information	
Parents	No additional configuration is needed.

Student Parent Associations	Map the **Relationship Types** to the appropriate **Ed-Fi Code**.

Relationship Types

See the Relationship article for more information.

Schedule Information

Calendars	Map the Calendar Type Descriptors. **Calendar Type Descriptors** | Calendar Type	Ed-Fi Code
A: Alternative	
B: Homebound	
H: Homeschool	
I: Instructional	School: School
O: Other	
R: Residential	
S: Summer School	
X: Outside District	| *Calendar Type Descriptors*
Calendar Dates	Map the Calendar Event Descriptors. **Calendar Event Descriptors** | Day Detail/Event Type	Ed-Fi Code
Instruction	Instructional day: Instructional day
PD: PD In service Day	
FD: First day of school	
PT: Parent Teacher Conference Day	| *Calendar Event Descriptors*
Class Periods	No additional configuration is needed.
Course Offerings	No additional configuration is needed.
Sections	Map the Educational Environment Descriptors and Instructional Language Descriptors to the appropriate Ed-Fi Code.

Educational Environment and Instructional Languages Descriptors

Map the Medium of Instruction Descriptors.

Medium of Instruction Descriptors

Sessions	Map the **Term** for each calendar. This page shows all of the unique school, calendar, and schedule structure combinations for the configured year. The filter option at the top of the section can be used to filter by school, term name, term start dates, and/or grade level. The various filter fields determine which information displays. The Fill option can be used to fill the Ed-Fi code value for all fields or all empty fields.

Term Descriptors

Select the Ed-Fi Term Type that matches the majority of the sections within the school.

- Example: If quarters are set on the Calendar and the sections are scheduled for 4 quarters, then the Ed-Fi Term Type for all 4 quarters should be set to Full School Year.
- Example: If quarters are set on the Calendar and the sections are scheduled for 2 quarters, then the Ed-Fi Term Type should be set to Fall Semester for Q1 and Q2, and Spring Semester set for Q3 and Q4.

The same Ed-Fi Term Type can be selected for multiple terms if they should be grouped together to make one term. The earliest Start Date and latest End Date will be used in reporting the Sessions resource.

When Term Descriptors are changed, a resync on Sessions for the impacted school(s) must be completed. If any dependent data of Sessions has been sent for the prior term, the dependent data will be deleted and inserted with the new Term Descriptor. Dependent resources include Courses, Course Offerings, Sections, Student Section Associations, Staff Section Associations, Grades, and Student Section Attendance Events and can potentially cause a large amount of data in the Event Queue to be processed.

Term Descriptor Overrides should only be set on a course or section if it does not use the same term that is set on the Term Schedule in Step #1. A new Sessions resource will be created using the Section Placements to determine the Start and End Dates.
When Term Descriptor Overrides are changed, a resync on Sessions for the impacted school(s) must be completed. If any dependent data of Sessions has been sent for the prior term, the dependent data will be deleted and inserted with the new Term Descriptor Override. Dependent resources include Courses, Course Offerings, Sections, Student Section Associations, Staff Section Associations, Grades, and Student Section Attendance Events and can potentially cause a large amount of data in the Event Queue to be processed.

Additional Sessions Information
▶ Click here to expand...
Multiple Term Schedules
Using multiple Term Schedules with Ed-Fi is not supported due to the natural key conflicts with the Ed-Fi framework.   If you have courses or sections that align to a different Term Schedule than what is set for Term Descriptors on the Primary Term Schedule, you must use the Ed-Fi Term Override fields on the Course or Section in order to report the proper Term Descriptors to Ed-Fi. All other data that reports to Ed-Fi with a Sessions reference will report from the Primary Term schedule only.

There is an **Ed-Fi Term Descriptor Override** checkbox on the Course Editor and Course Section Editor if the Calendar Term selection needs to be different for certain courses or certain course sections. Once the Ed-Fi Term Descriptor Override checkbox is checked, alternate Terms can be set in the Sessions Resource Preferences.

Staff Section Association	Map the **Teacher Role** to the appropriate **Ed-Fi Code**. **Classroom Position Descriptors** | Teacher Role	Ed-Fi Code
1: Teacher of Record	Teacher of Record: Teacher of Record ▼
2: Assistant Teacher	Assistant Teacher: Assistant Teacher ▼
3: Substitute Teacher	Substitute Teacher: Substitute Teacher ▼
4: Support Teacher	Support Teacher: Support Teacher ▼
NSR: Not State Reported	▼ | *Teacher Role Descriptors*
Student Section Association	Map the **Special Program Code Descriptors** to the appropriate **Ed-Fi Code**. **Special Program Code Descriptors** | Course Dual/Concurrent Credit Indicator	Ed-Fi Code
D: Dual Credit	D: D = Dual Credit Course ▼
C: Concurrent Enrollment	C: C = Concurrent Enrollment Course ▼ | Show Inactive *Special Program Code Descriptors*
Staff Information	
Staffs	Map the Employment Highest Degree Earned, Race Ethnicity, and Staff Languages Override.

Employment Highest Degree Earned, Race Ethnicity, and Staff Languages Override

Map the Tribal Affiliation Descriptors.

Tribal Affiliation Descriptors

Map the Visa type Descriptors.

Visa Type Descriptors

Staff Education Organization Assignment Associations	Map the Employment District Assignment Codes.

Employment District Assignment Codes

Staff Education Organization Employment Associations	Map the Separation Reason Descriptors.

Separation Reason Descriptors	
Employment Exit Reason	**Ed-Fi Code**
01: Left NM and teaching in other state	01: Left NM and teaching in other state ▼
02: Left for reasons other than retirement	02: Left for reasons other than retirement ▼
03: Left to teach in private school in NM	03: Left to teach in private school in NM ▼
04: Went to other pub/charter NM district	04: Went to other public/charter NM dis... ▼
05: Took non-teaching position in district	05: Took non-teaching position in district ▼
06: Died	06: Died ▼
07: Retired	07: Retired ▼
08: Personal Reasons	08: Personal Reasons ▼
09: Non-Renewal of Contract	09: Non-Renewal of Contract ▼
10: Non-Renewal of Teaching License	10: Non-Renewal of Teaching License ▼
11: Discharged prior to end of contract	11: Discharged prior to end of contract ▼
12: Resigned prior to completion of contract	12: Resigned prior to completion of con... ▼
13: Reduction in force/staff	13: Reduction in force/staff ▼
14: Leave of absence	14: Permanent leave of absence due to ... ▼
15: Military Service	15: Military Service ▼
16: Teaching in Another Country	16: Teaching in Another Country ▼
17: Peace Corps/ACTION	17: Peace Corps/ACTION ▼
18: Completion of Short Term Contract	18: Completion of Short Term Contract ▼
19: Left to teach in NM BIE school	19: Left to teach in BIE (Bureau of India... ▼
99: Unknown Reason	99: Unknown Reason ▼

Separation Reason Descriptors

Student Information Map the Level of Education Descriptors.

NM Student Assessments

Level Of Education Institution Descriptors

Employment Baccalaureate Degree Institution	Ed-Fi Code
00: Non-Degree	00: Non-Degree ▼
01: Alabama	01: Alabama - AL ▼
02: Alaska	02: Alaska - AK ▼

Item Description Code Descriptors	+
Scoring Model Code Descriptors	+
Standard Achieved Code Descriptors	+
Test Description Descriptors	+

NM Assessments Descriptors

07: Connecticut	07: Connecticut - CT ▼

Level of Education Descriptors

Students

Student CTE Program Association Credentials	Map the Primary Delivery Method Descriptors.

Program Delivery Method Descriptors

Certification Name	Ed-Fi Code
027: Child Development Associate Certification	IS: Industry Standard Third Party Asses... ▼
075: OSHA/Career Safe	IS: Industry Standard Third Party Asses... ▼
090: ServSafe Certification	IS: Industry Standard Third Party Asses... ▼
105: First Aid/CPR BLS	IS: Industry Standard Third Party Asses... ▼
111: Food Handler	IS: Industry Standard Third Party Asses... ▼
112: Welding Certification	IS: Industry Standard Third Party Asses... ▼
148: Precision Certification	IS: Industry Standard Third Party Asses... ▼

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Industry Credential Descriptors

Certification Name	Ed-Fi Code
027: Child Development Associate Certification	027: Child Development Associate Certi... ▼
075: OSHA/Career Safe	075: OSHA Certification ▼
090: ServSafe Certification	090: ServSafe Certification ▼
105: First Aid/CPR BLS	105: First Aid/CPR ▼
111: Food Handler	111: Food Handler Certification ▼
112: Welding Certification	112: Welding Certification ▼
148: Precision Certification	148: Precision Certification ▼

Primary Delivery Method Descriptors |
| **Student CTE Program Associations** | Map the Career Pathway Descriptors. |

Career Pathway Descriptors

Career Tech Programs	Ed-Fi Code
01: Agriculture, Food and Natural Resources	Agriculture, Food and Natural Resource... ▼
10: Arts, A/V Technology and Communications	Arts, A/V Technology and Communicati... ▼
52: Business, Management and Administration	Business, Management and Administra... ▼
99: Hospitality and Tourism	Hospitality and Tourism: Hospitality an... ▼
13: Education and Training	Education and Training: Education and ... ▼
51: Health Science	Human Services: Human Services ▼
43: Human Services	Human Services: Human Services ▼
11: Information Technology	Information Technology: Information Te... ▼
15: Manufacturing	Manufacturing: Manufacturing ▼
44: Government and Public Administration	Government and Public Administration: ... ▼
41: Science, Technology, Engineering and Mathematics	Science, Technology, Engineering and ... ▼
47: Transportation, Distribution and Logistics	Transportation, Distribution and Logisti... ▼
286: Architecture and Construction	Architecture and Construction: Architec... ▼
291: Finance	Finance: Finance ▼
297: Law, Public Safety, Corrections and Security	Law, Public Safety, Corrections and Sec... ▼
299: Marketing, Sales and Service	Marketing, Sales and Service: Marketin... ▼
300: Other	Other: Other ▼

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CTE Program Completion Indicator

Select all Student Status options that indicate the student completed the program

1: Participant ⊗ | 2: Concentrator ⊗ | 3: Completer ⊗ | ✕

Career Pathway Descriptors

Student Education Organization Associations	Map the following: • Student Characteristic Descriptors - Economic Disadvantaged • Student Characteristic Descriptors - Parental Status • Primary Learning Device Access • Primary Learning Device Provider • Primary Learning Device Away From School • Race Descriptors • Student Language Override • Tribal Affiliation Descriptors • Internet Access Type in Residence • Barrier to Internet Access in Residence • Internet Performance in Residence • Military Family Descriptors • Gender Identity Descriptors Student Characteristic Descriptors - Economic Disadvantaged + Student Characteristic Descriptors - Parental Status + Primary Learning Device Access + Primary Learning Device Provider + Primary Learning Device Away From School + Race Descriptors + Student Languages Override + Tribal Affiliation Descriptors + Internet Access Type in Residence + Barrier to Internet Access in Residence + Internet Performance In Residence + Military Family Descriptors + Gender Identity Descriptors + *Student Education Organization Associations Descriptors*

Student Education Organization Awards	Map the Student Award Type Descriptors. *Student Award Type Descriptors*
Student Homeless Program Associations	Map the Homeless Primary Nighttime Residence Descriptors. *Homeless Primary Nighttime Descriptors*
Student Language Instruction Program Associations	No additional configuration is needed.
Student Migrant	Map the Personal Information Verification Descriptors.

Personal Information Verification Descriptors

Map the MEP Project Type Descriptors.

MEP Project Type Descriptors.

Student Program Associations	Map the Program Type Descriptors - Flags.

Program Type Descriptors - Flags

Map the Participation Information Descriptors.

Participation Information Descriptors

Map the Program Intensity Descriptors.

Program Intensity Descriptors

Map the Language Descriptors.

Student School Associations

Language Descriptors

BEP Language	Ed-Fi Code
01: Spanish	01: spa ▾
08: Navajo Navaho (Dine)	08: nav ▾
16: Tiwa	16: nai ▾
17: Tewa	17: nai ▾
18: Towa	18: nai ▾
19: Keres	19: nai ▾
20: Jicarilla Apache	20: apa ▾
22: Zuni	22: zun ▾
24: Sign lang - American	24: sgn ▾
25: Sign Lang - Eng Based	25: sgn ▾

Entry Type Descriptors

Enrollment State Start Status	Ed-Fi Code
E1: Enroll - First time at this school during current sch yr	E1: E1 ▾
E2: Enroll - transfer in fr NM pub sch, non-pub, or other state	E2: E2 ▾
E3: Enroll - New, previously enrolled in BIE School	E3: E3 ▾
I: Secondary or Invalid Enrollment/Withdraw	▾
R1: Enroll - Returning Student	R1: R1 ▾
R2: Enroll-Transfer fr another NM Pub Sch District	R2: R2 ▾
NSR: Not State Reported - continuing from same school	▾

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Entry Type Descriptors

Map the Exit Withdraw Type Descriptors.

Exit Withdraw Type Descriptors

Enrollment State End Status	Ed-Fi Code
D1: Record Submitted in Error	D1: D1 ▾
D2: Enrolled under different State ID	D2: D2 ▾
NSR: Not State Reported - Continuous in same school	▾
W1: Transferred Out to other PED District or State Charter	W1: W1 ▾
W2: Absent 10 consecutive days	W2: W2 ▾
W4: GED	W4: W4 ▾
W5: Detained	W5: W5 ▾
W6: Left US	W6: W6 ▾
W7: Pregnancy	W7: W7 ▾
W8: Transfer Out to diploma granting non-PED School	W8: W8 ▾
W9: Immunization	W9: W9 ▾
W10: Moved Out of State	W10: W10 ▾
W24: Unverified Illness - absent 10 days	▾
W81: Home-School	W81: W81 ▾
WD: Death	WD: WD ▾
WDO: Known Drop-out	WDO: WDO ▾
WG: Graduated with Standard Diploma	WG: WG ▾
WC: Coursework Completion	WC: WC ▾
W19: Withdrawal/Enroll different school - within District	W19: W19 ▾
W20: Transfer within State to Tribal school (TCS)	W20: W20 ▾
D3: Disregard - No Show	D3: D3 ▾
I: Secondary or Invalid Enrollment/Withdraw	▾

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Exit Withdraw Type Descriptors

Student School Food Service Program Associations	Map the Student School Food Service Descriptors. *Student School Food Service Descriptors*
Student Special Education Association Events	Map the Special Education Event Type Descriptors. *Special Ed Event Type Descriptors* Map the Special Education Event Reason Descriptors. *Special Ed Event Reason Descriptors*

Map the Special Education Non Compliance Reason Descriptors.

Special Education Non Compliance Reason Descriptors

Plan Non-compliance Reason	Ed-Fi Code
14: Withdraw from Part C by Parent prior to child's 3rd b-day	14: 14
18: Part C referred child <90 days before 3rd b-day	18: 18
20: Student moved out of Sch District jurisdiction	20: 20
21: Graduated before IEP corrected	21: 21
22: Dropped Out before IEP corrected	22: 22
30: No Service Provider Available to complete Eval	30: 30
31: Schedule issues/delays - Eval or IEP w Parent	31: 31
32: 60th day/3rd bday on weekend/holiday/other closure	32: 32
33: Parent request delay in IEP meeting	33: 33
34: Parent request delay in evaluation completion	34: 34
7: Student Died	7: 7

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Special Ed Non Compliance Descriptors

Student Special Education Program Associations	Map the following for the Student Special Education Program Associations resource: • Special Education Setting Descriptors • Level of Integration Descriptors • Annual Review Delay Reason Descriptors • Triennial Review Delay Reason Descriptors • Planned Post Graduate Activity Descriptors • Expected Diploma Type Descriptors • Special Education Program Service Descriptors • Disability Descriptors *Special Ed Program Associations Descriptors*